***Present:*** Delyne Kirkham David Rowell

 Monique Royal Margi Garner

 Marie Hoffpauer Hope Hasberry

 Cheryl Latif Patricia Taylor

 Jason Wright Shari Mutchler

 Catherine Kenney Dean Hazen

 Todd Hall (by invite)

The meeting was called to order at 2:30 pm Eastern Time, led by Dave Rowell. The following agenda items were discussed:

***Diversity Council Business:***

Dave asked Hope to get a copy of the current list of DMC members to all members. And it was noted that Sabrina Johnson will be away from the DMC while on a 120 day detail.

As reported previously, at the request of the essay selection committee, and in agreement with OEODM, the **Essay Contest** will be redone due to lack of submissions, and issues with the two submission that were received. Hope noted as a lesson learned that in the future when there are such concerns or questions with any type of contest submission it would be best to contact the submitter and try to clarify or resolve before determining any adjusting actions. A new Essay contest announcement was posted in issue #2 of Diversity Matters, and an all-hands is forthcoming from OEODM. The deadline for submissions is April 30.

The second issue (Winter issue) of **Diversity Matters Newsletter** was recently disseminated via the Focal Point list. It was well received with a number of compliments given in response. Kudos to editor Tony Merriman. Dave reported that this unfortunately was Tony’s last issue as editor due to work conflicts, and a new editor will be need for the next issue. Council members were asked to consider who might be candidates to pick this up.

Todd Hall, as team lead, was asked to join the call and provide a status of the **Training Team**. Todd reported that, in most cases because of workload, team members were making very little headway on viewing the remaining courses. Todd and the Council agreed that a deadline of May 1 is appropriate and Todd will prod the team toward that goal. Members of the council expressed their sincere appreciation for Todd’s time and efforts, and the same to all team members.

Hope reported on the **Recruiting and Retention team.** Hope reported the team has completed a draft document, to which Hope is inserting current statistics. After that Hope will have the document reviewed by the CCFO, before presenting to the DAA. A R&R team meeting will be scheduled in the next couple of weeks.

**NWS Diversity Awards:** Pat had informed the Council that a “Diversity Award” already existed in the form of an Isaac Cline Award OEODM/Diversity category. Pat had emailed the criteria/documentation to all council members just prior to the DMC call. The award can basically be nominated by anyone to be awarded to anyone. Discussion ensued as to the merits of utilizing this existing award versus the council and OEODM developing a new in-house tailored award. It was agreed that council members would review the Cline documents sent by Pat and offer further opinions on the next DMC call.

Dave suggested, and Hope added her agreement, that it may be time to conduct another agency-wide **Diversity Survey.** After some discussion concerning the previous one conducted it was determined that Hope and Dave will try to locate documentation from the previous survey, and email it to the council to use that as a starting point of discussion on the next call.

Dave reported that a **Diversity Ambassador’s** call was held the previous week. On the call Jason Wright was welcomed as a new Ambassador focusing on Mental Health Issues. Ambassador activities were also reported. Dave is working with the NOAA Civil Rights office and NWS LGBT SEPM Mary Dunbar on hosting a joint phone-in Townhall on the topic of LGBT to be held in June. And Delyne is preparing two bullying presentations 1. for the Lacrosse Diversity Workshop and 2. an all-hands in Oct. Dave noted that the main thrust of the Ambassador call however, was to put forth the idea that Diversity Ambassadors should coordinate and collaborate closely with NWS SEPMS where the focus areas are the same. (the council agreed that would be beneficial/best practice).

**LaCrosse workshop:** Delyne expanded further concerning her bullying presentation for the workshop. It was also noted that Hope will attend the workshop and also present; and council members were likewise highly encouraged to attend if funds are available. The contact for the workshop is Jeff Boyne.

***Roundtable HQ and Regional Reports:***

**ER** : as report by Cheryl, is conducting ASA training in DC later this month .

**CR**: as reported by Marie, has a new lead for it’s diversity team – Jennifer Bowen.

**WR**: as reported by Dean, they too are doing ASA training; and they are recruiting for a new representative as WR DAC

Shari from **AWC** reported she had attended the Women in Aviation conference this month in Dallas. Shari noted it was a wonderful venue for **recruiting**, and there were many interested persons. However they did not have good information to provide in the form of recruiting materials. She also noted that she had been told that she as an NWS representative could NOT direct persons to USA jobs. Subsequent council discussion was had in regard to USAjobs and recruiting. Todd stated that he did have materials used at WR outreach events that were good recruiting tools. It was recommended that such should be made available via the Toolbox. While on the topic of recruiting Hope stated that the **Pathways** program was moving well this year (49 of 67 spots filled) – interns have been selected and hydro is up next within a week or two.

Hope reported that the **woman’s history month** presentation was held. It had great speakers, great women’s success stories, and was well attended. Next up is ‘**Presenting Sexual Harassment**’ (April 9). The program is presented by a contractor and may be recorded. Then comes the **Kid’s Day** program (April 23). And the pilot **nursing mother’s program** is underway. A tri-fold with information and survey were sent out to participants.

Catherine Keeney (**NCEP**) reported that that a cultural celebration is being planned in her office for late spring/early summer.

Meeting adjourned / next call is April 15.